

AGRICULTURAL MARKETING SERVICE
Office of the Deputy Administrator, Marketing Programs
Cotton Division
Grading Branch
Classing office
HVI Operator, WG-3501-02

SJ CN24

I. INTRODUCTION

The Classing office carries out assigned Cotton Division programs within a designated geographical area. Programs include the classification of cotton, market news services, statistical procedures incidental to quality estimates of the cotton crop and annual carryover, cottonseed sampling, and other marketing and allied regulatory responsibilities.

The incumbent serves as a journeyman operator on the High Volume Instrumentation (HVI) line.

II. RESPONSIBILITY

As an HVI operator, the incumbent performs the following duties:

- A. Serves as chief operator of the line and sets the pace of work flow for the High Volume Instrument (HVI) production line. As the head of the line, the operator makes necessary checks and determines when instruments are not performing satisfactorily and need to be recalibrated.
- B. Calibrates instrument and verifies accuracy of calibration using known value of cottons, ensuring that the values of the cotton match the values entered into the instrument, and maintains record of calibration verification.
- C. Takes cotton sample from conditioning tray or conveyor belt and scans bar coded sample identification tag, verifying accuracy of scanned bale identification number.
- D. Weighs a portion of the cotton sample to a specified mass and correctly inserts this into a micronaire chamber and activates the instrument to measure micronaire of cotton. Ensures that the measurement is accepted by the instrument.

- E. Places sample over color/trash window and activates the instrument to measure these quality factors, rotating the sample so to ensure average measurements. Ensures that the proper number of readings are made and that the instrument accepts the measurements.
- F. Prepares specimens from cotton sample and places on appropriate apparatus of length/strength analyzer. Ensures that the instrument accepts the specimens and the measurements.
- G. Returns sample to tray or conveyor belt for sample to be forwarded to a classer.
- H. Performs periodic nontechnical maintenance on instrument.

III. SKILLS AND KNOWLEDGE

The work involves abilities and knowledges to operate the instruments, control the work flow of the HVI line to meet production and accuracy goals, and make routine calibration adjustments. Worker must be able to follow guidelines and instructions.

IV. PHYSICAL EFFORT

The work requires light physical effort such as standing, bending, lifting, placing light samples (6 oz.) on work area, cleaning work station, and making minor instrument adjustments with hand tools.

V. WORKING CONDITIONS

The worker is exposed to drafts, noise, dust, and cotton lint. Incumbent may have to stand for long periods on concrete floors.

VI. JOB CONTROLS

Supervision and Guidance Received:

Technical supervision is provided by the operator Leader. Assignments are carried out independently based on past experience. The work is spot-checked for conformance with instructions, accuracy, and a satisfactory rate of production. Supervision is readily available on technical problems. Administrative supervision is provided by the Shift Supervisor.